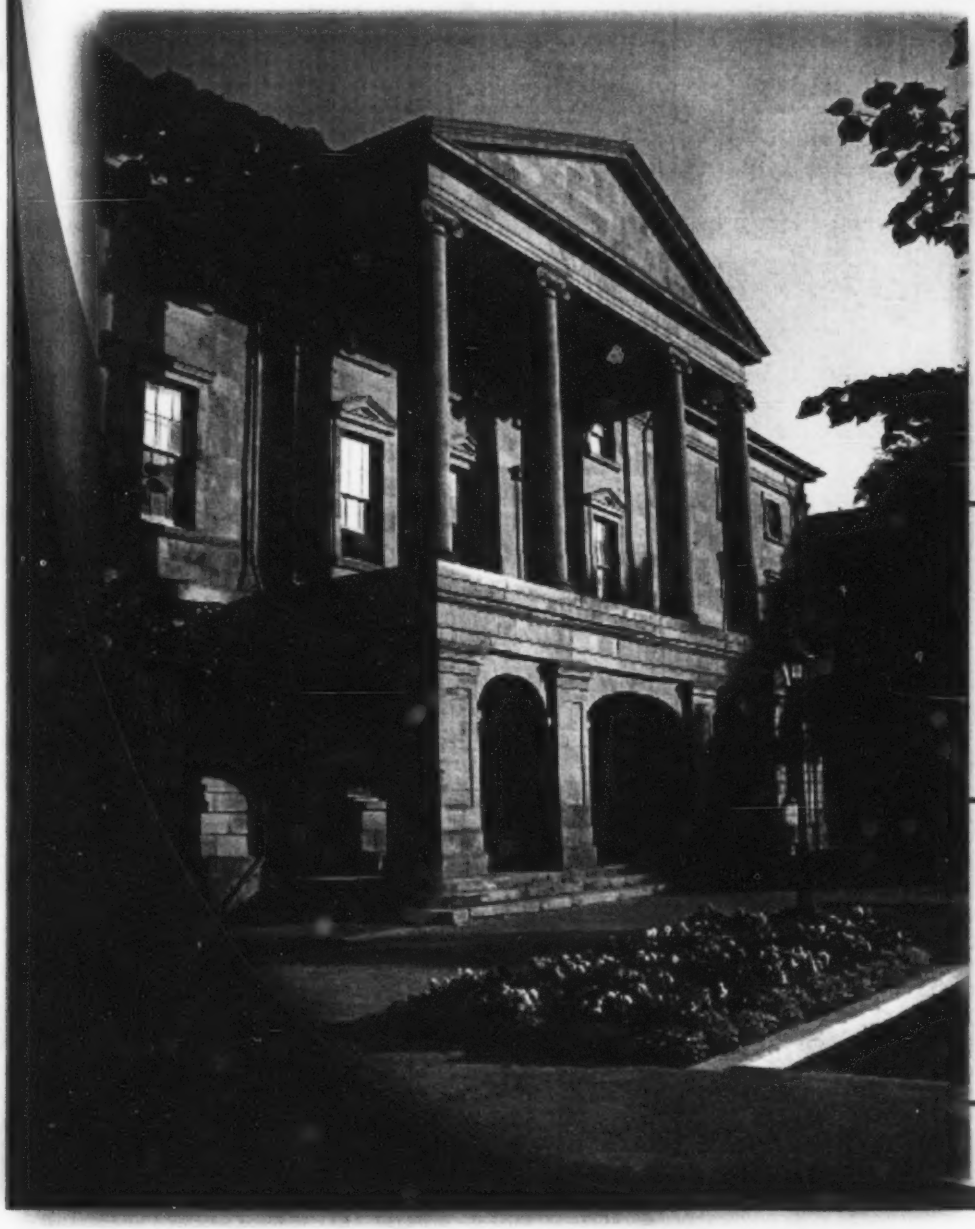
Legislative Assembly of Prince Edward Island

2010 Annual Report



Prince Edward Island
Legislative Assembly

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September 16, 2011

To the Members of the Legislative Assembly
of Prince Edward Island

It is my pleasure to submit the Annual Report of the Legislative Assembly of Prince Edward Island and the P.E.I. Branch of the Commonwealth Parliamentary Association for the period January 1, 2010 - December 31, 2010.

I wish to acknowledge and thank all staff of the Legislative Assembly for the important work they do in supporting the exercise of parliamentary democracy on Prince Edward Island.

Respectfully,

Hon. Kathleen Casey, MLA
Speaker of the Legislative Assembly

Prince Edward Island
Legislative Assembly

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September 15, 2011

Honourable Kathleen Casey, MLA
Speaker of the Legislative Assembly
Province House, Charlottetown

Dear Madam Speaker,

I have the pleasure of presenting the 2010 Annual Report of the Legislative Assembly of Prince Edward Island and the Prince Edward Island Branch of the Commonwealth Parliamentary Association. This Report will highlight the various activities of the Office of the Clerk and Office of the Legislative Assembly for the period January 1, 2010 - December 31, 2010.

Respectfully submitted,

Charles H. MacKay
Clerk of the Legislative Assembly
and Secretary, P.E.I. Branch,
Commonwealth Parliamentary Association

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1 ADMINISTRATION

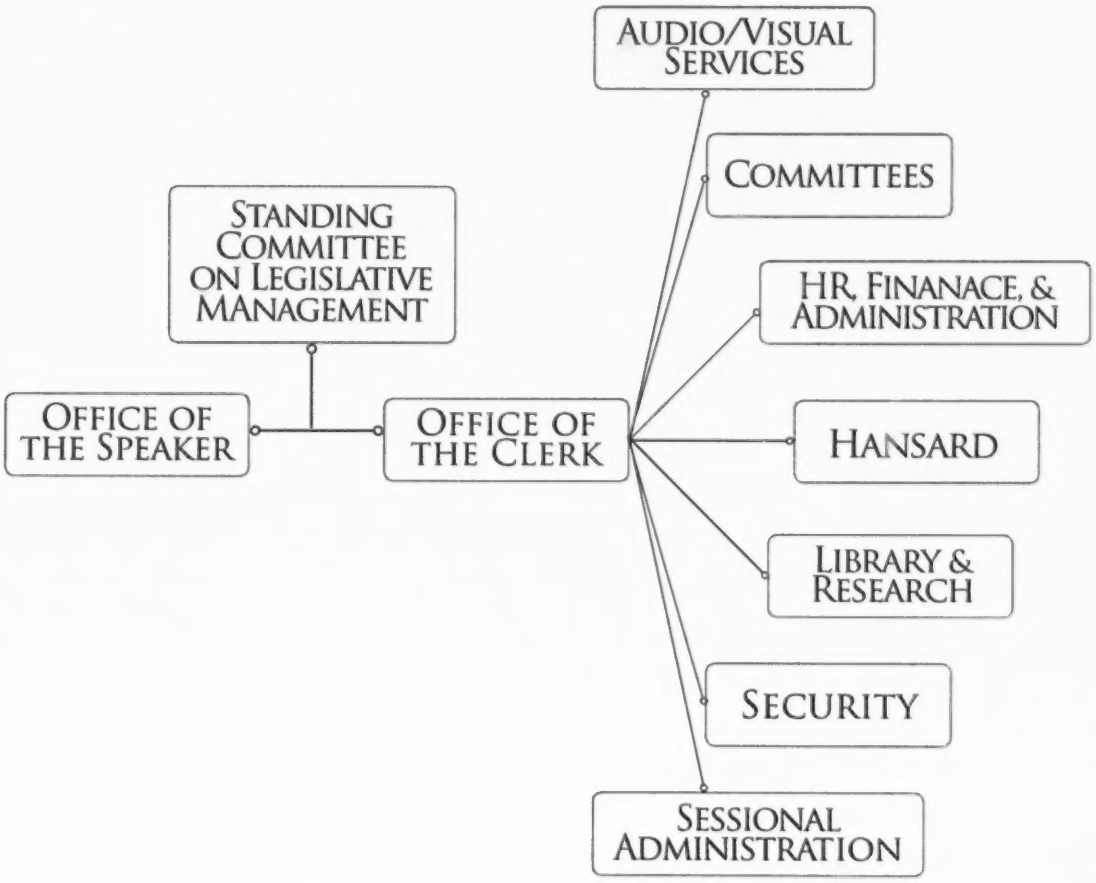
Office of the Legislative Assembly

The Office of the Legislative Assembly (OLA) provides the administrative and procedural support Members need to carry out their duties as elected officials. The OLA functions as an impartial authority responsible for the administration of the Legislative Assembly.

The Standing Committee on Legislative Management, chaired by the Speaker and composed of Members of the House, governs the OLA and ensures an "arm's length" relationship is maintained between the operation of the House and the operation of the Executive.

The OLA has access to a wide range of staff and resources that help support the activities of the House and provide services to the public: administrators, lawyers, security, researchers, computer technicians, and maintenance personnel.

Below is an unofficial organizational chart of the Office of the Legislative Assembly .



Standing Committee on Legislative Management

Committee Mandate

The Standing Committee on Legislative Management is responsible for the policies which govern the administration of the Legislative Assembly, covering everything from providing security and managing the facilities, to appointing staff, and reviewing the Assembly's estimates and expenditures. The Committee may also undertake additional duties if it is deemed important to the efficient management of the Legislative Assembly.

Committee Mandate

- Speaker (Chair)
- Leader of the Official Opposition
- Leader of the Third Party
- Government House Leader
- Government Caucus Chair
- Opposition Caucus Chair
- Deputy Speaker

Motion 56: The Future of Province House

On April 29, 2010, the Legislative Assembly unanimously approved Motion 56: Province House. The motion called on the Standing Committee on Legislative Management to review the 1974 Province House Agreement between the Government of Prince Edward Island and the Government of Canada. The committee was directed to make recommendations on how the agreement could be revised to 1) ensure the long-term structural maintenance of the building, including basic needed repairs; and 2) transform Province House into a much more dynamic place for engaging Islanders in the history, culture and operation of their own Legislature and democracy. For the review, the opinions of Islanders would be sought and public meetings would be held.

The committee held public meetings during September and October, 2010. Through an arrangement with Parks Canada, the restored Library on the second floor of Province House was used to host these meetings. Several individuals came forward to share their views on Province House with the committee. Parks Canada, the PEI Department of Transportation and Infrastructure Renewal, Culture PEI, and the PEI Branch of the Royal Commonwealth Society also made presentations. The committee also received several written submissions.

The committee tabled its report in the Legislature on December 1, 2010. The committee made 14

recommendations in regard to the preservation and interpretation of Province House. These included:

- that Parks Canada should maintain a presence at Province House, and should live up to the structural maintenance responsibilities assigned to it in the 1974 Province House Agreement;

- that Province House should be fully restored before the 150th anniversary of the Charlottetown Conference in 2014, and that a long-term legacy fund should be established to ensure the building is maintained into the future;

- that the Provincial Government should become more actively involved in ensuring that Province House is well cared for and that the Legislative Assembly should take on a greater role in the management of Province House;

- that the 1974 Province House Memorandum of Agreement should be revised, and in doing so the Legislative Assembly should be added as a signatory, a Province House Committee should be formed, space should be re-allocated for the use of the Legislative Assembly and Parks Canada, and a life-cycle plan for the Province House structure should be developed;

- that interpretation of Province House should be expanded and enhanced in order to include the full scope of legislative and democratic history on PEI, and should be jointly delivered by Parks Canada and the Legislative Assembly;

- that a Visitor Services and Public Engagement division within the Office of the Legislative Assembly should be created, and that attempts to re-engage Islanders with their legislature should be made whenever possible; and

- that the Office of the Legislative Assembly should further investigate the possibility of obtaining a UNESCO World Heritage Site designation for Province House.

The committee was confident that adoption of the recommendations would ensure a bright future for Province House as the seat of the Legislature and symbol of pride for Islanders and Canadians.

Office of the Clerk

Role

As the chief permanent officer of the Legislative Assembly, the Clerk aides the Speaker in providing administrative support to members, and advises the Speaker and members on parliamentary procedure, helping to ensure the proper execution of House rules and practices.

Any documents or reports presented by Members during the sitting are given to the Clerk for safekeeping, and are said to have been 'tabled.' The clerk maintains the official record of the business of the House, and is custodian of the House's parliamentary papers. Both the Clerk and the clerk assistant are present at each sitting of the House, seated at a table in front of the Speaker.

Clerk of the Legislative Assembly
Charles H. MacKay

Clerk Assistant of the Legislative Assembly
Marian Johnston

2 Sessional Activity

Assembly Statistics

	Spring 2010 - 3/63	Fall 2010 - 4/63	Totals
Number of sitting days	25	16	**41**
Government bills brought	27	34	**61**
Government bills passed	24	31	**55**
Private member's bills brought	2	1	**3**
Private member's bills passed	1	1	**2**
Private bills brought	1	2	**3**
Private bills passed	1	2	**3**
Oral question period*			
Average number of questions a day		31	**374**
Average length of questions		26.8 seconds	
Average length of answers		46.5 seconds	
Longest question asked		1 minute 12 seconds	
Longest answer given		3 minutes 11 seconds	
Shortest question asked		2 seconds	
Shortest answer given		1 second	
Ministerial statements*			
Average number of statements a day		5.25	**63**
Average length of statements		2 minutes 50.5 seconds	
Longest statement		10 minutes 22 seconds	
Shortest statement		1 minute 9 seconds	
Motions			
Introduced by Government	20	24	**44**
Introduced by Opposition	4	15	**19**
Introduced jointly	1	0	**1**
Passed	9	9	**18**
Number of written questions submitted	11	0	**11**
Number of written answers submitted	0	0	**0**

**Please note: These averages are based on data collected during the Fall 2010 sitting only and are not averages for the whole year.*

Budget of the Legislative Assembly

EXPENDITURE

Legislative Services	
Members	
Office of the Conflict of Interest Commissioner	
Office of the Information and Privacy Commissioner	
Elections PEI	
TOTAL LEGISLATIVE ASSEMBLY	

	2010-2011 BUDGET ESTIMATE $	2009-2010 BUDGET FORECAST $	2009-2010 BUDGET ESTIMATE $
	2,225,800	2,145,800	2,145,800
	2,262,100	2,262,100	2,262,100
	43,500	43,500	43,500
	108,300	108,300	108,300
	264,100	231,200	231,200
	4,903,800	4,790,900	4,790,900

3 House Offices & Associations

Audio/Visual Services

Multimedia Services had another active year supporting events at Province House and the Coles Building. We were responsible for broadcasting the proceedings from the Legislature during the spring and fall sessions. While the house was sitting our feed was sent to EastLink for citizens to view on cable television. We also provided in house coverage to all media and staff working at the Legislature. The section also recorded and archived each session of the Legislature on DVD.

Multimedia also provided audio and video support to ITSS for streaming the Legislature both internally and externally on the web. We also archived all sessions of the Legislature on the Legislative Assembly Web Page.

Our section provided technical support for approximately 43 Standing Committee meetings. The technicians were in charge of operating the microphones, providing the media with press feeds, and assisting guests with audio/video and power point presentations to the committees.

Multimedia Services enjoys working with staff at the Provincial Legislature and the Coles Building. We will strive to stay on top of developing trends in our field and will continue to support the Legislative Assembly and Committee Meetings to best of our abilities.

Audio/Visual Services
Peter MacPhee

COMMITTEES

Summary

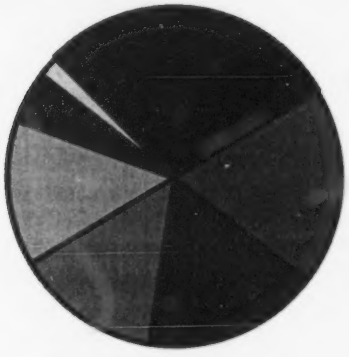
In total, 42 meetings were held during 2010 to undertake the work mandated to the various committees. Fifteen reports were presented to the Legislative Assembly for its consideration.

The following charts present information regarding committee membership, number of meetings, and subject matter and dates of the committees' reports to the Legislative Assembly during the time period covered by this report.

Committee Reports

Committee (Author)	*Title(s)*	*Date(s)*
Agriculture, Environment, Energy & Forestry	*Committee Activities*	April 20, 2010 November 30, 2010
Committee on Comittees	*Composition of the Standing Committees*	November 26, 2010
Community & Intergovernmental Affairs	*Different Minimum Wage Rates*	April 22, 2010
Education & Innovation	*Committee Activities*	April 21, 2010
Fisheries, Transportation & Rural Development	*Committee Activities*	May 4, 2010 November 26, 2010
Health, Social Development & Seniors	*Prince Edward Island Human Rights Commission* *Committtee Activities* *Review of the* Social Assistance Act	April 7, 2010 May 19, 2010 November 20, 2010
Privileges, Rules & Private Bills	*Permanent Adoption of the Rules* *Private Bill 200 and Private Bill 201*	November 16, 2010 December 1, 2010
Public Accounts	*Committee Activities* *Report of the Auditor General to the Legislative Assembly*	April 15, 2010 May 13, 2010 November 26, 2010
	TOTAL NO. OF REPORTS	15

Committee Activity



Committee Name	*No. of mtgs.*
Agriculture, Environment, Energy & Forestry	12
Community & Intergovernmental Affairs	8
Health, Social Development & Seniors	7
Fisheries, Transportation & Rural Development	6
Public Accounts	6
Education & Innovation	2
Privileges, Rules & Private Bills	1

Highlights of Committee Activity

Standing Committee on Community and Intergovernmental Affairs

In December 2009, then-Minister of Communities, Cultural Affairs and Labour, the Honourable Carolyn Bertram, formally requested that the Standing Committee on Community and Intergovernmental Affairs examine the concept of a differing wage system, gather public input and provide a report on the matter to the Legislative Assembly. The basis for her request was amendments made to the Employment Standards Act in late 2009 which, among other provisions, allowed for more than one minimum wage in the province. The Standing Committee on Community and Intergovernmental Affairs held eight public meetings in 2010 on the topic of different minimum wage rates: January 13, January 27, February 10, February 26, March 9, March 10, and March 11, 2010. In total, there were 139 individuals and groups who provided direct input through scheduled public hearings, submitted formal briefs or letters, or raised their concerns by way of telephone comments or emails. In addition, committee members received numerous phone calls and emails, and had many personal contacts which served to reinforce to the committee the importance of this issue to the people of the province. Among the recommendations presented for the consideration of the Members of the Legislative Assembly were: (1) that Government strive to reach a minimum wage for Prince Edward Island which is equivalent to the average of the rates of the other Atlantic provinces; and (2) that Government address the Prince Edward Island personal income tax exemption, which is currently $7,708, with a view to bringing it closer to the average exemption which exists in the other Atlantic provinces.

Standing Committee on Health, Social Development and Seniors

The Standing Committee on Health, Social Development and Seniors is charged with the responsibility of recommending to the Legislative Assembly persons to serve on the Prince Edward Island Human Rights Commission. The committee met on January 19, 2010, with Ms. Anne Nicholson and Mr. John Rogers of the Prince Edward Island Human Rights Commission to discuss length of terms for commissioners, their experiences serving on the Human Rights Commission and other matters. In its report to the Legislative Assembly, the committee recommended; (1) that the Human Rights Act, Section 16(3)(a) be amended to provide for a maximum term of four years for commissioners, from the current maximum of three years; and (2) that the Human Rights Act, Section 16(2) be amended to reflect the change in name of the Standing Committee on Social Development to the Standing Committee on Health, Social Development and Seniors.

The Standing Committee on Health, Social Development and Seniors also undertook a review of the policies and directions for programs delivered under the province's Social Assistance Act. In February 2010, the committee issued written invitations to the PEI Seniors Citizens' Federation Inc., the PEI Working Group for a Livable Income, ALERT PEI, the Prince Edward Island Advisory Council on the Status of Women, and the Honourable Janice Sherry, Minister of Community Services, Seniors and Labour, to provide input regarding the needs of low income Islanders with regard to the Social Assistance Act. An interim report concerning its activities was submitted to, and adopted by, the Legislative Assembly on May 19, 2010.

The committee continued its deliberations regarding the Social Assistance Act at three additional meetings: on September 30, October 20, and November 10, 2010. Throughout the public consultation process, the committee received a number of proposals from individuals and groups regarding improvements to the current Social Assistance Act and its associated programs and policies. As well, many witnesses offered their views regarding best, or promising, practices to achieve a society where all citizens have an income that allows them to live in good health and with dignity. Overall, there was a common theme: issues caused by poverty are matters of social justice, and not charity. The recommendations put forward to the Legislative Assembly from the Standing Committee on Health, Social Development and Seniors were based on a belief that the issue, or issues, of poverty cannot be challenged in isolation and recognized the requirement for strong leadership to be provided across all government departments to prevent, reduce and alleviate poverty. The committee recommended:

- that the Government of Prince Edward Island work toward improved access to, and coordination of, services for persons with low incomes. As part of this initiative, the committee recommended that the Social Assistance Act and associated policies and manuals be re-written in plain-language; that application processes be simplified; that the public be advised on changes to programs and services; and that information about programs and services be made more accessible.

KEY TO COMMITTEES

AEEF - *Agriculture, Environment, Energy and Forestry*
CC - *Committee on Committees*
CIA - *Community and Intergovernmental Affairs*
EI - *Education and Innovation*
FTRD - *Fisheries, Transportation and Rural Development*
HSDS - *Health, Social Development and Seniors*
PRPB - *Privileges, Rules and Private Bills*
PA - *Public Accounts*

Committee Membership

Committee name	AEEF	CC	CIA	EI	FTRD	HSDS	PRPB	PA
Member name								
Jim Bagnall	●	●	●	●	●	●	●	*Chair*
Hon. Carolyn Bertram								
Paula Biggar		●	●			*Chair**	*Chair*	●
Hon. Richard Brown							●	
Hon. Allan Campbell								
Hon. Kathleen Casey								
Hon. Olive Crane		●	●			●	●	●
Hon. Doug Currie								
Michael Currie	●			●	●			
Valerie Docherty	●					●		
Bush Dumville				●	*Chair*	●		
Cynthia Dunsford	●		●	*Chair**		●		
Sonny Gallant		*Chair*	●	*Chair**		●		●
Hon. Robert Ghiz								
Gerard Greenan			●	●				
Robert Henderson	●		*Chair*			●		
Hon. Neil LeClair								
Hon. Ron MacKinley							●	
Charles McGeoghegan	●			●	●			●
Alan McIsaac	*Chair*			●	●			
Robert Mitchell					●			
Pat Murphy			●	●	●			●
Hon. Wes Sheridan		●						
Hon. Janice Sherry			●			*Chair**	●	●
Hon. Robert Vessey	●						●	●
Buck Watts	●							*V. Chair*
Hon. George Webster					●		●	

**Sonny Gallant, EI Committee Chair until February 8, 2010*
**Cynthia Dunsford, EI Committee Chair as of March 25, 2010*
**Hon. Janice Sherry, HSDS Committee Chair until January 28, 2010*
**Paula Biggar, HSDS Committee Chair as of February 2, 2010*

- that the Government of Prince Edward Island utilize additional strategies to lessen the financial impact of the transition from social assistance to employment. Specifically, the committee recommended a more gradual phase-out of benefits as income rises to ensure that individuals and families do not lose more than they gain by increasing their employment earnings.

- that the Government of Prince Edward Island increase the employment income threshold that is exempted from income support calculations. The committee recommended a social assistance recipient be permitted to retain a greater portion of earned income without a consequent deduction from social assistance benefits.

- that the Government of Prince Edward Island investigate the potential benefits of entering into an agreement with the federal government regarding the Working Income Tax Benefit (WITB) to reconfigure the tax to provide lower-income taxpayers with additional financial incentives to enter and/or remain a part of the workforce.

- that the Government of Prince Edward Island consider increasing income support rates. As the cornerstone of the social safety net, the income support program warrants additional attention to see if opportunity exists to increase current rates.

- that the Government of Prince Edward Island review the various recommendations put forward to the committee regarding services for senior citizens, particularly those with a disability, with a view to improving access to provincial services. The committee also encouraged Government to expand its current offering of programs by the addition of programs tailored to the needs of Island seniors.

- that the Government of Prince Edward Island bring forward new or amending legislation to enable support or income trusts to be established in this province.

Standing Committee on Privileges, Rules and Private Bills

In 2009, the Standing Committee on Privileges, Rules and Private Bills completed a comprehensive study of the rules of the Legislative Assembly, and proposed a number of modifications to the then-current rules. These included the incorporation of committee guidelines into the main body of the rules, a simplification of capitalization, grammar, punctuation and language, a re-drafting of certain rules to conform with the practices of the House; the addition of a comprehensive table of contents, and an expansion of the forms of proceeding. These rules and forms of proceeding were approved by the Legislative Assembly on an interim basis for effect beginning April 7, 2009, and to continue until permanently adopted by the Assembly.

The committee continued its work on this issue in 2010. At its meeting of November 3, 2010, the committee reviewed the interim rules, and approved several minor revisions. These were reported to the Legislative Assembly along with a recommendation that the interim rules be adopted on a permanent basis.

Standing Committee on Public Accounts

The Standing Committee on Public Accounts is charged with matters concerning the public accounts of the province and the annual report of the Auditor General. In addition, it may, by majority decision of its membership, meet to examine and inquire into such matters and things as the committee deems appropriate.

Much of committee's work in 2010 concerned a detailed and comprehensive review of the Report of the Auditor General to the Legislative Assembly, dated March 2009.

As in previous years, the committee commended the work done by the Office of the Auditor General, and endorsed all the recommendations and observations made in the Auditor General's report. Further, your committee encouraged departments, agencies, and crown corporations to review the recommendations of the Auditor General, and requested that the implementation of such recommendations be reviewed and their status be presented in the Auditor General's future reports to the Legislative Assembly.

Committee Conference Activity

- The Thirty-first Annual Conference of the Canadian Council of Public Accounts Committees was held in Québec City, Québec, from August 29-31, 2010. Attending from Prince Edward Island were delegates Jim Bagnall (District 3, Montague-Kilmuir) and Buck Watts (District 8, Tracadie-Hillsborough Park).

- The Canadian Council of Public Accounts Committees (CCPAC) is a national association that meets annually to discuss topics of mutual interest. Its members represent the parliamentary public accounts committees, or similar committees, of all 14 parliaments within Canada - the federal House, the ten provincial assemblies and three territorial legislatures.

- Charles MacKay, Clerk; and Marian Johnston, Clerk Assistant and Clerk of Committees, attended the annual Professional Development Seminar of the Association of Clerks-at-the-Table in Canada, held in Kananaskis, Alberta, on August 2-6, 2010.

- Marian Johnston, Clerk Assistant and Clerks of Committees, attended the annual ASLCS (American Society of Legislative Clerks and Secretaries) Fall Professional Development Seminar, held in Milwaukee, Wisconsin, September 8-12, 2010, where she participated in a panel discussion on comparative legislative practices.

- Marian Johnston, Clerk Assistant and Clerk of Committees; and Melissa Keefe, Committee Clerk, attended the Fourth Professional Development Seminar of Canadian Parliamentary Committee Clerks in Ottawa, Ontario, held October 12-15, 2010.

CLERK OF COMMITTEES
Marian Johnson

HANSARD

In 2010, in addition to its regular transcribing and publication duties, Hansard moved forward with three indexing projects, a digitization project and, as a new task, commenced updating biographies of MLAs and former MLAs found in Minding the House.

The first indexing project covered the years 1996 (4th session of the 59th General Assembly; 29 February-2 May 1996) to the spring of 2002 (3rd Session of the 61st General Assembly; 26 March-10 May 2002). The original indices needed substantial expansion and updating and, since they were only available in print form at the back of bound Hansards, conversion to electronic files so they could accessible to everyone. Instead of scanning the existing indices, one Hansard employee went through the bound Hansard books (and, where necessary, the online versions) and re-did the indices, adding material and making corrections where required. The 17,000-plus pages took from late December 2009 to 2 July 2010, excluding when the House sat in April and May. Those indices were put online in July 2010.

Hansard regularly publishes indices for the daily debates (the Hansard index) and the committees, and this work continued in 2010. January 2010 saw the release of Volume 4 of the Index to Committees (24 September to 10 November 2009), followed in June by Volume 5 (29 November 2009 to 30 March 2010). That volume was the first to organize the transcripts for the newly-named committees:

- Agriculture, Environment, Energy and Forestry (AEEF)
- Community and Intergovernmental Affairs (CIA)
- Education and Innovation (EI)
- Fisheries, Transportation and Rural Development (FTRD)
- Health, Social Development and Seniors (HSDS)
- Privileges, Rules and Private Bills (PRPB)
- Public Accounts (PA)

The index to the Fall sitting of the 3rd Session of the 63rd General Assembly came out in early January 2010, while the combined index for the Fall/Spring session came out in July 2010.

The 3rd Session sat from 12 November 2009 to 8 December 2009 and from 7 April 2010 to 19 May 2010. The debates totalled 2,990 pages (1,441,343 words). The daily debates were put together for the bound Hansard, which will appear later in 2011.

The ongoing digitizing of reel-to-reel tapes containing debate from 1968 through to the mid-1990s continued in early 2010 until the House re-opened in April; it resumed once the House prorogued in May until 2 July; and when the Fall sitting of the 3th Session ended in December. This project began in February 2009, starting with the 3rd Session of the 51st General Assembly (22 February-25 April 1968); the latter days of December 2009 saw a continuation of the digitizing for the period of 11 March 1969 to 6 June 1969; in 2010 we finished off 1970 (5th session; and 1st session of 52nd General Assembly) and began 1971 (2nd Session of 52nd General Assembly).

In June, the Hansard Manager wrote the biographies for the recipients of the Order of Prince Edward Island.

Preparation began in late December 2009 for the Hansard Association of Canada conference to be held, for the first time, in Charlottetown from 16 to 20 August 2010. Work on the conference intensified in the winter of 2010, and resumed again after the House closed in May. The conference agenda included such topics as voice recognition technology, social media and its impact on politicians' behaviour

in legislatures, electronic record-keeping, enriching Hansard text, personnel matters, and other issues. Delegates came from fourteen jurisdictions in Canada, and from the House of Commons (England), Isle of Man, Northern Ireland, Scotland and Wales. Guest speakers came from PEI, Ontario and Quebec.

September saw the Clerk's Journal 2009-2010 take shape, and it was delivered to members when they returned to the House in November. Committee meetings resumed, and they were edited by Hansard throughout September, October and early November. Hansard began compiling volume 6 of Index to Committees in mid-December. It covers the time period 23 September-25 November 2010.

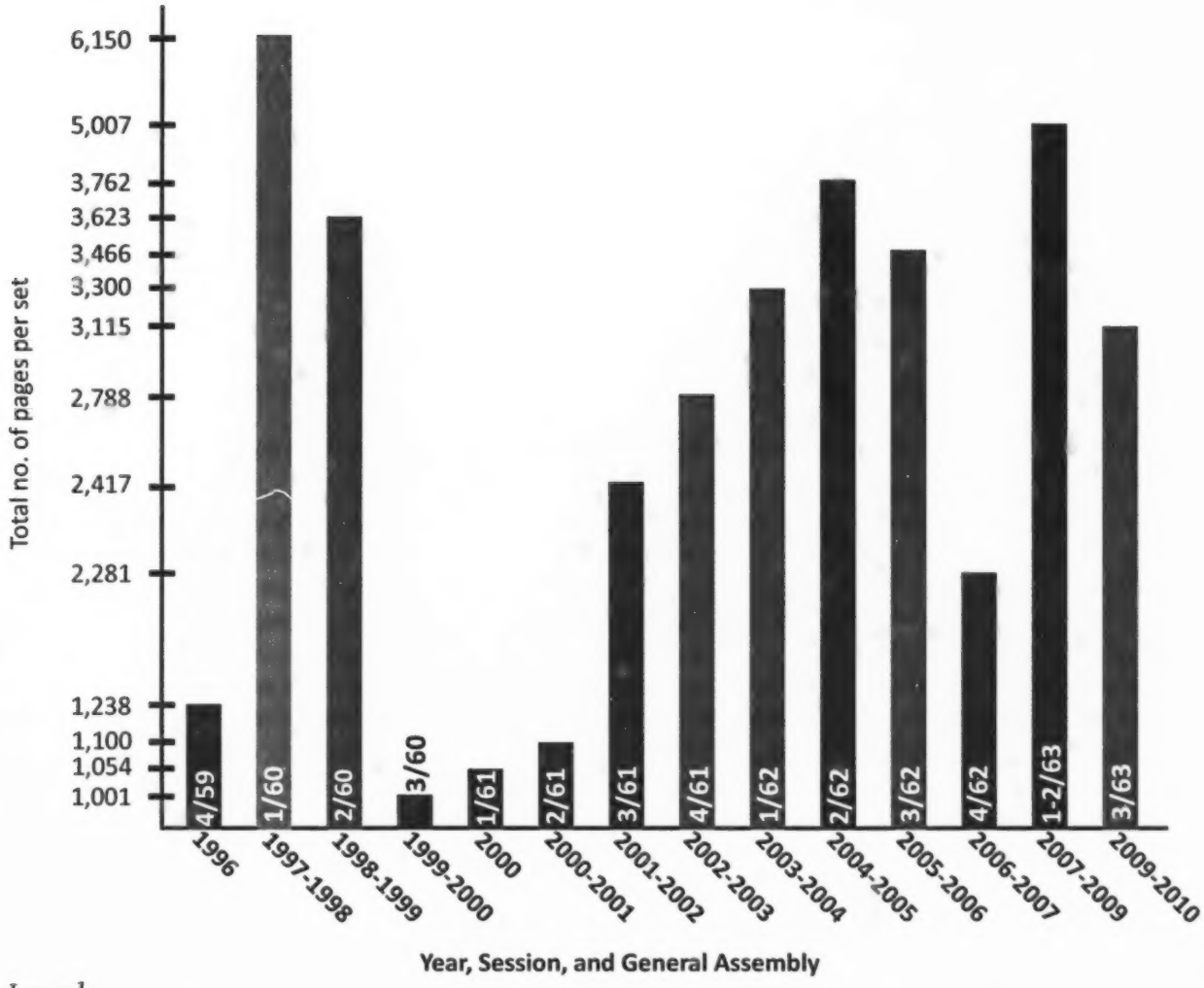
On 12 November 2010 the Legislature's 3rd Session started, and it ended 9 December. Hansard regularly put out the Question Period and the daily debates for this sitting.

Apart from ending the year with a resumption, as indicated, of digitizing and index work, Hansard began a new multi-year project: updating the entries found in the book Minding the House. The update will add material on members covered in that book whose political careers continued past 1993 or concluded shortly after that date, as well as create new entries for MLAs who were elected for the first time since that time. Preliminary work at the end of 2010 focused on assessing what additional material was needed, and which new MLAs needed writing up. This will be an ongoing project that will take some time to complete.

The bound Hansard, with index, has appeared since 1996. Volumes are distributed within the Legislative offices, to government and opposition offices, and to national libraries.

The following page presents a chart of the total production of bound Hansard volumes to date.

Bound Hansard Production Statistics



Legend

- 2 Volumes/Set
- 3 Volumes/Set
- 4 Volumes/Set
- 6 Volumes/Set
- 13 Volumes/Set

Hansard Editor
Jeff Bursey

Human Resources, Finance, & Administration

This section of the Legislative Assembly reports directly to the Clerk on matters relating to Human Resources, Financial Services and Administration. The Administrative Officer position focuses mainly, but not exclusively, on pay and benefits for employees and Members; budgeting and day-to-day finances of Legislative Services, the Office of the Conflict of Interest Commissioner and the Information and Privacy Commission. Information technology, telecommunications and general maintenance requests are also managed by this section. Information technology includes upgrades to existing hardware, replacement computers, printers, and photocopiers as well as software licensing. Equipment inventory is also maintained in my office.

An important aspect of the position involves advising employees on benefits and leave interpretation, as well as providing information to both the Government House and Opposition Leaders on staffing budgets. Members' pay and benefits, including mileage allowances are a function of this position.

The Legislative Assembly uses the Oracle Financial System, Hyperion and PeopleSoft and is a part of the overall government financial and payroll processes. Hyperion is the budgeting software recently adopted, which replaces the Oracle Financial Analyzer system previously used. I attended two training sessions for this new system. The annual budget exercise commenced in January, 2010 for presentation in the spring session. Along with budget preparation, quarterly forecasting is prepared three times annually to ensure operations stay within the approved budget.

The Legislature participated in the Post-Secondary Student Program and the Jobs for Youth Program, hiring two Legislative Interpreters for a 17-week period from June 8 to October 3, 2010 and an 8-week period from June 28 to August 27, 2010. Selection interviews, payroll documentation and timekeeping are administered through this office, as well as pay and timekeeping for the Government Members' Office, and the Opposition Office.

In July, the Assembly advertised for Security Officers for the delivery of security services at Province House and the Coles Building. Along with the Director of Security, I conducted a total of seventeen interviews over a 2-day period, resulting in three permanent part-time and four sessional positions being filled.

In September, the recruitment process for Legislative Pages commenced by sending a letter of invitation to eight senior high schools in the province. The schools chose their candidate and advised the Legislature by October 1, 2010. Orientation was held on October 28th prior to the November 12th House opening.

The Canadian Association of Parliamentary Administration, of which I am a member, held its annual conference from July 5 - 8, 2010 in Fredericton, New Brunswick. The topics included: Fixed Election Dates, Modernization of Information Management, Audit Preparedness - Lessons Learned from Other Jurisdictions, Auditor Generals' Reports, Competency Profiles & Competency Building, and Social Networking - Issues and Challenges in the Workplace. As always, the business sessions and the opportunity this conference

provides for networking with fellow Legislative Administrators are very beneficial.

The Legislative Assembly Employee Development and Training Fund Selection Committee, of which I am a member, met five times during the year, approving a total of $3,515 in staff training and development dollars.

As in past years, I coordinated the annual United Way and Canadian Cancer Society daffodil campaigns for the Legislative Assembly. The canvas includes all Members and staff, as well as staff of Elections PEI and the Information and Privacy Commission. Again, I wish to thank Members and staff for their continuing support of these very worthwhile fundraisers.

I wish to take this opportunity to thank the Clerk, Clerk Assistant and all my co-workers for the cooperation and support they provided during the year.

Finance & Administrative Officer
Cheryl Stead

Legislative Library & Research Service

Research Librarian

2010 began with the continuation and completion of several interesting projects for the Library. In January, the project to produce Assembly outreach materials - a wall calendar, note cards, and postcards - undertaken in partnership with the Hansard Editor, wrapped up with a report of the outcomes to the Clerk. The remaining calendars were collected from vendor locations and sent out to Atlantic Canada House as part of the publicity materials for Prince Edward Island during the 2010 Vancouver Olympic Games.

At the request of and in partnership with the Speaker's Office, an update and re-binding of the Speaker's Book on display in Province House was undertaken in teh fall of 2009. In early 2010, the edited text of the book was ready for binding. Bill Wicks, owner of the Royal Book Bindery in Charlottetown, undertook the task of creating a cover and binding for the pages to replace the plastic binder used previously. The finished product is now on display in Province House.

Early in January Government also underwent a cabinet shuffle, requiring fairly extensive updates to the Legislative Assembly's website to reflect the changing roles of MLAs involved. All MLA photos were also updated.

With Melissa Keefe, Committee Clerk, on maternity leave, the Library also took over supervision of the Assembly's intern. The university intern during the Spring session, Sarah MacDonald, provided a great deal of help to library staff with her enthusiasm, intelligence, and competence. The Legislative Assembly changed the co-op position to include more concrete, hands-on learning activities for the intern, which Sarah provided feedback on. She also wrote research papers under the direction of the Research Officer, Ryan Conway, and completed several projects delving into the anecdotal history of the Legislative Assembly, interviewing former employees and researching the history of Province House. Sarah's contribution to the work of the library and to the greater Assembly was much appreciated.

In February, the Research Librarian accepted an invitation from the Legislative Librarian in Nova Scotia to visit the library there and dicuss services. The visit was busy and very informative for the Research Librarian.

Preliminary planning meetings were held regarding the 49th Canadian Regional Commonwealth Parliamentary Association Conference to be hosted by the Assembly in 2011, as well as meetings to brainstorm events for upcoming notable dates in the history of the Legislative Assembly and Province House.

With the publicity surrounding the Motion 56 meetings, there was research required on the architectural and social history of Province House for the Legislative Management Committee, and for use in pamphlets and flyers, which were designed and produced in house. In light of upcoming celebrations and conferences the Research Librarian undertook online training for Adobe InDesign software. With the Assembly taking a more active role in education and outreach, there is incresing benefit in having some in-house design and production capabilities.

There were also professional development opportunities in the form of visits and tours

of other collections, such as the legislative collection a the Confederation Centre Public Library, and online and teleconference seminars offered through the PEI Librarians' Association. The Association of Parliamentary Libraries in Canada held its conference in Newfoundland and Labrador, hosted by Kimberley Hammond. Despite a hurricane outside the hotel, the chance to network and discuss collection and retention issues with colleagues was invaluable.

Research Officer

2010 was another busy year for the Research Officer. Over 60 research requests were fielded from individual MLAs, standing committees, caucus staff, and staff of the legislature. As in previous years, these requests were on a variety of subjects, ranging from retrieval of statistics to more in-depth briefs on legislation and social issues. In addition to the usual in-meeting and report assistance provided to all standing committees, the Research Officer served as committee clerk for the Standing Committee on Agriculture, Environment, Energy and Forestry during its 2010 winter/spring meetings.

Broad research subjects on behalf of standing committees included differing rates of minimum wage and lobster fishery pricing. The Research Officer also helped individual MLAs develop conference presentations on topics such as climate change and the history and current status of Province House. Many research requests from other jurisdictions were received through the Association of Parliamentary Libraries in Canada (APLIC) listserv, and in turn information was obtained from other jurisdictions as well.

Summertime legislative interpreters were hired by the Assembly for the second year in 2010, and again the Research Officer was responsible for their training and interpretive content. Visitors were also surveyed this year on their experience at Province House and their response to its interpretation.

By motion of the Assembly, the Standing Committee on Legislative Management was tasked with examining the interpretation and preservation of Province House. The Research Officer assisted the committee by providing research on the interpretation of legislatures across Canada and the results of the Province House visitor survey, as well as drafting the committee report and publishing a web page and other promotional materials on the committee's deliberations.

RESEARCH LIBRARIAN
Laura Morrell

RESEARCH OFFICER
Ryan Reddin

SECURITY

Role

The Sergeant-At-Arms is part of the Office of the Legislative assembly as defined in the Legislative Assembly Act, RSPEI 1988 Cap L-7. The position is steeped in parliamentary tradition; with the Sergeant-At-Arms and the Mace, the House may exercise its considerable rights and privileges, and carry out the various parliamentary functions assigned to it.

Today, the Sergeant-At-Arms is also responsible for the operational security of the Legislative Assembly. The objective is to provide a safe and secure environment for MLAs and Assembly staff to conduct their parliamentary responsibilities in Province House and the Coles Building. As of September 2010, Security Services for the Legislative Assembly are supplied by the Legislative Assembly Security Force, which consists of three full-time and six part-time members, under the direction of the Sergeant-at-Arms.

Additional responsibilites include monitoring and maintenance of electronic surveillance equipment, issuing and controlling of card access system for the Coles Building, training of security personnel, liasing with the Charlottetown Police (as required), creation of contingency plans for bomb threats, fire evacuation plans, contact for assistance with public demonstrations, and other duties.

Activities

Spring of 2010 brought futher updates to the security systems at the Legislative Assembly with the installation of additional security cameras, new radios for security personnel, and continued updates to computers and monitors, for enhanced security.

2010 also brought additional security responsibilities to security personnel at the Honourable George Coles building, with the installation of additional cameras, an intrusion alarm system, and electronic card swipe system for building access. There was also the addition of a third security officer and a change of shifts, whcih greatly improved the security of the building and allows security duties to be carried out in an efficient and professional manner.

During the past year I had the privilege of attending the Sergeant-At-Arms conference in Winnipeg, Manitoba, from July 28-29, 2010.

Sergeant-At-Arms and Gentleman Usher of the Black Rod, Warrant Officer
J.A. (Al) McDonald, C.D.

In attendance were all the Sergeant-At-Arms of the Canadian provinces, as well as the Assistant Sergeant-At-Arms from the House of Commons in London, England. The Conference was hosted by Gary clark, Sergeant-at-Arms for Manitoba.

Topics discussed at the conference included:

- Threat Risk Assessments
- Demonstrations (Sergeant-At-Arms, House of Commons, Canada)
- Dealing with Difficult People (Sergeant-At-Arms, Alberta)
- Measuring Contract Performances (Assistant Sergeant-At-Arms, Westminster)
- General Meeting - Canadian Sergeant-At-Arms

- Tour of Law Courts Building
- Tour of Legislative Building

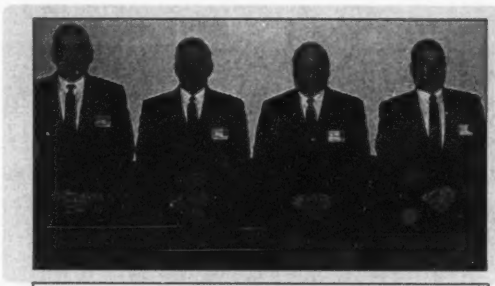
A great deal was learned from the conference and workshop discussions in a short period of time, enabling the Sergeant-At-Arms to return and implement changes to security, allowing for a safer and more secure workplace for all.

the Sergeant-At-Arms Conference is held each year in a different location and I am looking forward to future meetings and discussions on ways we can make Prince Edward Island's legislature a safer and better place to work.

Assistant Sergeant-At-Arms
Maurice Fitzpatrick

The reorganization of the Assembly's security services in 2010 resulted in some changes in staffing. The Canadian Corps of Commissionaires was previously supplying the personnel for Assembly security, which has now been taken over by the Legislative Assembly Security Force.

SECURITY OFFICERS, HON. GEORGE COLES BUIDLING.
L TO R: Trevor Darrach, Maureen Driscoll, Chuck Bachmanek.



SECURITY OFFICERS, PROVINCE HOUSE.
L TO R: Brian Weldon, Don LeBlanc, Paul Gormley, Fred Fordham

SERGEANT-AT-ARMS
J.A. (Al) McDonald, C.D.

Sessional Administration

The Sessional Administrative Office supports the records retention aspect required of the Clerk in his duty to maintain accurate records of the House. The Sessional Administrative Office receives and archives a copy of everything tabled in the House during a session, as well as copies of documents tabled intersessionally. While the House is in session, office staff attend sittings and cue House proceedings for the transcribers in the Hansard office.

During sessions, staff produces daily publications such as copies of bills and legislation, the Journal, Orders of the Day, Motions, and Questions and Answers, providing copies of same to the Clerks, Members, and the media.

As part of its role as clearinghouse for Assembly documents, staff also undertakes daily mailings to Opposition Office, Government Members Office, Island New Democrats, Hansard, PEI Law Society, Government Services Library, Legislative Library, Robertson Library at UPEI, and Library of Parliament, Ottawa. In addition to sending out hard copies of documents, staff also maintains the Legislative Assembly website with daily postings of the Journal, Orders of the Day, Motions, Legislation, Questions, Answers, Documents Tabled, Oral Question Period, and Hansard.

The office is also responsible for managing the pages who serve in the House during a session, providing training, support, and scheduling.

When the House is not in session, staff works with the Standing Committees in recording, cueing in speakers, and providing transcripts of meetings.

Indemnities & Allowances Commission

The Indemnities and Allowances Commission is appointed by the Speaker of the Legislative Assembly (pursuant to Section 46 of the Legislative Assembly Act, R.S.P.E.I. 1988, Cap. L-7) and is charged with the responsibility of making binding decisions on remuneration and allowances to be paid to Members of the Legislative Assembly, Premier, Speaker, Ministers of the Crown, various House and Executive Council Committee positions.

Members of the Commission are appointed for the duration of the General Assembly in which they are appointed or for not more than five years.

The Commission conducts an annual review of remuneration and allowances and submits, on or before December 1 each year, a report determining the remuneration and allowances to be paid to the persons referred to in subsection 46(1) of the Legislative Assembly Act.

Members of the Commission as appointed by Hon. Kathleen Casey, Speaker of the Legislative Assembly, for the 63rd General Assembly are:

- Ms. Barbara Stevenson, Q.C., Chair
- Mr. Blair Campbell, Commissioner, and,
- Mr. Leonard Cusack, Commissioner

The Commission's 2010 report was tabled in the Legislative Assembly by the Honourable Speaker December 1, 2010.

Prince Edward Island Branch of the Commonwealth Parliamentary Association

Aims, Goals and Activities of the Association

The CPA is an Association of Commonwealth Parliamentarians who, irrespective of gender, race, religion or culture, are united by community of interest, respect for the rule of law and individual rights and freedoms, and by pursuit of the positive ideals of parliamentary democracy.

Its purpose is to promote knowledge and understanding of the constitutional, legislative, economic, social and cultural systems within a parliamentary democratic framework. It undertakes this mission with particular reference to the countries of the Commonwealth of Nations and to countries having close historical and parliamentary associations with it.

CPA provides the sole means of regular consultation among Members of Commonwealth Parliaments. It fosters cooperation and understanding among them and promotes the study of, and respect for, Parliament.

The CPA pursues these objectives by means of

- Annual Commonwealth Parliamentary Conferences, Regional Conferences and other symposiums;
- Interparliamentary visits;
- Parliamentary Seminars and Workshops;
- Publications, notably The Parliamentarian, Canadian Parliamentary Review and two newsletters on CPA activities and on parliamentary and political events;
- Parliamentary Information and Reference Centre communications.

Prince Edward Island Branch, CPA

The PEI Branch of CPA is comprised of all Members of the Legislative Assembly of Prince Edward Island. The Hon. Kathleen Casey, as Speaker of the Legislative Assembly, serves as Branch President and Vice-Presidents are Hon. Robert Ghiz, Premier and Hon. Olive Crane, Leader of the Opposition.

Activities During 2010

In 2010 the Prince Edward Island Branch participated in the following activities of the Canadian Region of the CPA.

- Canadian Regional Parliamentary Conference
- Canadian Regional Seminar
- The Commonwealth Parliamentary Conference and Small Countries Conference

Other Conference Activity

- Canadian Presiding Officers' Conference
- Association of Clerks-at-the-Table in Canada
- Society of Clerks-at-the Table in Commonwealth Parliaments
- Council of State Governments/ Eastern Regional Conference
- Eastern Leadership Academy
- Canadian Council of Public Accounts Committees Conference

Assemblé Parlementaire de la Francophonie

The Assemblée Parlementaire de la Francophonie brings together parliamentarians from 77 parliaments or inter-parliamentary organizations from five continents. Its actions strives principally to promote and defend democracy, the right to development, the respect of human rights, the international development of the French language and cultural diversity. The APF was created in 1967 and is the consultative body to the head of States of the Sommet de la Francophonie. Prince Edward Island is one of 13 members of the Americas Regional Assembly and the provincial division of the organization is under the direction of Ms. Cynthia Dunsford, MLA.

In 2010, Ms. Dunsford represented the P.E.I. Section at the Conférence des Présidents de Section de la Région Amérique (Presidents of Sections Conference) held in March, in Baton Rouge and Lafayette, Louisiana. Section Presidents from across North America attended the annual conference to discuss the organization's budget and upcoming Americas Regional Assembly. Ms. Dunsford also had the opportunity to attend the APF's International Plenary Assembly, held in June in Dakar, Senegal, which included the annual Women's Parliamentarian section meetings.

Ms. Dunsford traveled to Winnipeg in August for the L'Assemblée Régionale Amérique de L'Assemblée Parlementaire de la Francophonie (the American Regional Conference). Attended by 11 sections, business topics included: discussions on the linguistic duality in the 2010 Vancouver Olympics and Paralympics; the importance of engaging elected officials (at the municipal, provincial, and federal level) to help preserve the French language and culture particularly in areas where it is a minority language ; business development strategies for Francophone and bilingual communities; a presentation on Nova Scotia's Bonjour Progam; Ontario's Francophone Youth Parliament project; and the importance of cooperation within America's Francophone regions as a means to help stimulate economic growth and development.